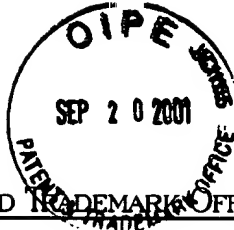




UNITED STATES PATENT AND TRADEMARK OFFICE



COMMISSIONER FOR PATENTS
UNITED STATES PATENT AND TRADEMARK OFFICE
WASHINGTON, D.C. 20231
www.uspto.gov

APPLICATION NUMBER	FILING/RECEIPT DATE	FIRST NAMED APPLICANT	ATTORNEY DOCKET NUMBER
09/892,468	06/28/2001	Charles H. Vance	BS01-085

CONFIRMATION NO. 3320

FORMALITIES LETTER



OC000000006448635

David C. Isaacson
SHAW PITTMAN
1650 Tysons Boulevard
McLean, VA 22102-4859

Date Mailed: 08/20/2001

NOTICE TO FILE MISSING PARTS OF NONPROVISIONAL APPLICATION

FILED UNDER 37 CFR 1.53(b)

Filing Date Granted

An application number and filing date have been accorded to this application. The item(s) indicated below, however, are missing. Applicant is given **TWO MONTHS** from the date of this Notice within which to file all required items and pay any fees required below to avoid abandonment. Extensions of time may be obtained by filing a petition accompanied by the extension fee under the provisions of 37 CFR 1.136(a).

- The oath or declaration is unsigned.
- To avoid abandonment, a late filing fee or oath or declaration surcharge as set forth in 37 CFR 1.16(e) of \$130 for a non-small entity, must be submitted with the missing items identified in this letter.
- The balance due by applicant is \$ 130.

A copy of this notice MUST be returned with the reply.

Customer Service Center
Initial Patent Examination Division (703) 308-1202

PART 2 - COPY TO BE RETURNED WITH RESPONSE

09/25/2001 SMINASS1 00000002 501390 09892468

01 FC:105 130.00 CH

IN THE UNITED STATES PATENT AND TRADEMARK OFFICE

In re the Application of:

VANCE ET AL.

Serial No.: 09/892,468

Filed: June 28, 2001

For: SYSTEM AND METHOD FOR
MANAGING INITIATIVE DELIVERY
PROCESS

Art Unit: 2151

Examiner: Not Yet Assigned

**RESPONSE TO NOTICE TO FILE MISSING PARTS OF NON PROVISIONAL
APPLICATION FILED UNDER 37 CFR 1.53(b) - FILING DATE GRANTED**Box: Missing Parts
Commissioner for Patents
Washington, D.C. 20231

Sir:

In response to the Notice to File Missing Parts of Non Provisional Application Filed
Under 37 C.F.R. 1.53(b) mailed August 20, 2001, copy attached, applicants are submitting
herewith:

- ☒ Declaration and Power of Attorney for Patent Application signed by Applicant;
- ☐ _____ sheets of drawings in compliance with applicable regulations;
- ☐ Other: _____;
- ☐ Check in the amount of _____ to cover the required fees for submission of these documents.

The Commissioner is hereby authorized to charge payment of \$130.00 and any additional fees associated with this communication or credit any overpayment to Deposit Account 50-1390.

It is respectfully submitted that the application is now complete and it is respectfully requested that the subject application be placed upon the files for examination.

Serial No.: 09/892,468
Art Unit: 2151
Attorney's Docket No.: BS01-085

Respectfully submitted,

VANCE ET AL.

By: Lawrence D. Eisin (41,009)
David C. Isaacson
Registration No. 38,500

SHAW PITTMAN LLP
1650 Tysons Boulevard
McLean, VA 22102
Tel: 703/770-7646

Date: September 20, 2001